

VASHON PARK DISTRICT BOARD OF COMMISSIONERS

MEETING MINUTES

Ober Park, Evergreen Room, 7:00 pm

DATE: Tuesday, August 12, 2014

Commissioners attending: Bill Ameling, Lu-Ann Branch, Scott Harvey, Doug Ostrom, Joe Wald

Staff attending: Jason Acosta, Elaine Ott

ISSUE	DISCUSSION AND OUTCOME	FOLLOW UP
Call to order & agenda review	The meeting was called to order at 7:03 PM by Joe Wald as Lu-Ann was on her way. Scott was also be late.	
Public Comment	<p>Capt. Joe: query about the levy. I am reminding the commissioners about it. We need a long-range financial plan.</p> <p>Cici: The schedule gods have aligned and there will be a 9/22/2014, meeting with Salmon Safe. 6:30 PM – 8 PM at the library. She will publicize.</p> <p>Elaine: I will be at director's class for the second Board meeting in August. Jason will handle any information that needs to come to the Board.</p>	
Approve June Vouchers	Bill: I move we approve June vouchers. Second. Vote unanimous in favor.	VOTE TO APPROVE JUNE VOUCHERS
Harbor School Public Art Display	<p>Elaine: The Harbor School wants to install metal fixtures of children along the access road and would like the Board's approval.</p> <p>James Cardo: We would like to beautify the access road along metal fence. Will work with Jason. It will be pretty.</p> <p>Truman: I see some sharp edges.</p> <p>James: It will be taken care of. It will be installed in the next month.</p> <p>Cici: Can these be sold? They could raise money for the Harbor School.</p> <p>Jason: They will be attached to our fence. I have asked that they apply a clear coat.</p> <p>Bill: I move that we let them place the figures on our fence. Second by Doug.</p>	AGENDA ITEM: METAL FIXTURES
Financial Report	Elaine: In June we dropped 30K off the anticipated levy amount. The Administrative deficit increased almost 4K due to a Directors class I am taking. The commons revenue was reduced; revenue is not what we thought it would be. On lodging, revenue continues improving. We took a 23K hit from May due to the Quarters painting. For VES, 17K was budgeted for the KC capacity charge, only 13K was needed. Offset is a positive 7K. We should be fine without a TAN through 2014. It might get tight in September. Proposes	

budget revisions. There was a discussion about whether to credit to admin the portion of Elaine's salary devoted to Pt. Robinson.

Bill: You can report to Pt. Robinson, just not report it to the CG.

Cici: If you are charging Elaine's salary to Pt. Robinson, why not VES. In the past between 35 to 40 percent was taken by VES.

Capt. Joe: You can't have two sets of books.

Bill: It is two ways of doing things, not two sets of books.

Elaine: I can do that easily.

Doug: This is fairly standard accounting. Cici's point is well taken. We should spread Elaine's time across the other activities.

Bill: We have been there before. How much work does it take to get to an answer?

Lu-Ann arrived at the meeting: It is tedious work to do this.

Cici: why are you willing to do it for one area and not the others?

Bill: I may not have a good reason.

Elaine: Are you suggesting that we reallocate for the rest of 2014.

Lu-Ann: We might have to redo the budget.

Cici: Elaine can tell you what she is spending her time on.

Bill: Does the pool insurance cost more than other insurance?

Elaine: The insurance company makes a list and adds up the values.

Mary: I bet they have a table.

Doug: what are our insurance obligations for the skate park?

Elaine: there will probably be an insurance increase for the new bowl.

Jan: I volunteered to go through your whole portfolio. Because of your financial situation, we got rid of the Tramp Harbor dock insurance. When it comes to your liability insurance, they put park activities into different risks. Horseback riding was low and the pool was greater. You get a breakdown every year. I encourage you to take a fresh look at it.

Doug: it sounds like we can make some choices in September.

Elaine: They send a bill based on what happened last time.

Capt. Joe: We recommended some changes and it made some difference. Now is the time to make that review again.

Bill: When you start getting into deductibles you get into self insuring.

Jan: That is what the board did a couple of years ago. Make sure the reserves are high enough.

Bill: Elaine, since you will be gone at the next Board meeting, I can make the report to the board.

Elaine: Jason hasn't spent all his money, so I would like it back for the class. What do you want to do with VES, move it to the reserve? I put together a new spreadsheet per Scott's request. This is not time adjusted.

<p>Mission Statement</p>	<p>Elaine: I compiled ideas for a mission statement. The one that seemed to encompass all the ideas is the one at the bottom of the 7/22/2014 Discussion list. “The mission of the Vashon Park District is to equitably provide and maintain parks and recreational resources; facilitate healthy lifestyle, activity and community programs; and preserve the Island’s natural and man-made environment through sustainable stewardship, creative community partnership, and fiscal responsibility.”</p> <p>Bill: Historically it is the young who use the facilities.</p> <p>Doug: That is not what I see.</p> <p>Bill: Seniors don’t want to join clubs.</p> <p>Capt Joe: I think that statement is pretty good. I urge the Board to adopt this.</p> <p>Jan: Use the word “built” instead of “man-made”.</p> <p>Lu-Ann: We can come back to our Mission Statement as a guide.</p> <p>Doug: It’s not like this is the Constitution.</p> <p>Scott: It will be a nice filter.</p> <p>Bill: we are only bound to State law.</p> <p>Scott: If we stick to it, the public will have more respect for us.</p> <p>Truman: It is an excellent mission statement. It gives us a way to say no.</p> <p>Cici: The Geneva Park District put out a really good survey. I think that we could get a lot of great feedback. Geneva as in Illinois. They have an award winning park district. The last survey was done by people with very negative attitudes. Elaine has a lot of experience in this area.</p> <p>LA: let’s put this on next month’s agenda.</p> <p>Bill: I move to adopt with the one minor change.</p> <p>Doug: second.</p> <p>Vote next meeting.</p>	<p>AGENDA ITEM: MISSION STATEMENT</p>
<p>Board Votes</p>	<p><u>Inter-local Agreement Amendment.</u></p> <p>Elaine: The motion was made to change how often the Commons Committee will meet. The School District will vote on the same thing at their next meeting</p> <p>Bill: Call the question.</p> <p>VOTE: Unanimous in favor.</p> <p><u>Surplus Dirt.</u></p> <p>Elaine: We should surplus the dirt if the user groups don’t want it. I should talk to the user groups.</p> <p>Mary there is some question as to the equality of the dirt. Some dirt makes mud and some does not.</p> <p>VOTE: Unanimous in favor</p>	<p>UNANIMOUS VOTE IN FAVOR OF INTER- LOCAL AGREEMENT AMENDMENT. #14-14</p> <p>UNANIMOUS VOTE IN FAVOR OF SURPLUSING THE DIRT. #14-</p>

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TAN	<p>Elaine: The closing date for the TAN is 8/19. I ask Board members to see the commitment letter from Banner Bank as we need signatures. % is 4.5. Ours is not a tax exempt grant. Bill: \$600 in fees. Elaine: This is good for a year. Bill: Foster Pepper charges us 3K a year. Elaine: A conflict of interest letter came from Foster Pepper as they also represent Banner Bank. Bill: I move we say yes Scott: Second. Bill: I call the question. Scott: I move that we suspend the rules. Second. VOTE: 4-1 with Doug abstaining from both motions.</p> <p>Elaine: There is also a reliance letter from Foster Pepper – you have this. Elaine: We need your signatures. Signatures were provided by the Board. Resolution 14-16. We need a vote: Scott: So moved. Bill: Second Scott: I move that we suspend the rules. Bill: second. Scott: I call the question. VOTE: Unanimous in favor. Hilary: I have a non-voter debt question. Elaine: I caught that today as well. I will not sign it until it is corrected.</p>	<p>VOTE TO SUSPEND RULES AND VOTE TO APPROVE COMMITMENT LETTER 4-1.</p> <p>VOTE TO SUSPEND RULES AND VOTE TO ACCEPT RESOLUTION, UNANIMOUS #R1-14-16</p>
Housekeeper Job Profile and Wage Rate Approval	<p>Elaine: we have 3 housekeeper employees. We need to hire one fill-in. One makes \$25 per hour and another makes \$30 per hour. A wage assessment of a hotel housekeeper is \$12-14 per hour. Executive housekeepers are \$ 21-30 per hour. Scott: Let’s contract. Elaine: We will have to put it out for bid. Jason: A lot of businesses are non-Island. When she goes out to bid, they will probably be from Seattle or Tacoma. It’s on the MRSE. There are no benefits. Elaine: Our housekeepers are employees with no benefits. Bill: I will not accept \$30 per hour. Capt. Joe: What do you have to pay for what you want? Hilary: the School District pays \$17 per hour with benefits. Bill: The whole package is probably \$25 per hour. I want to see between \$17 and \$23. Elaine: There are no contracts; they are employees. They work as scheduled by Eric. They too are on call. Cici: when it comes to cleaning houses it is not so much hourly, it is how long it will take a</p>	

	<p>person to clean. LA: I think that there should be feedback to them. Bill. I move that we pay \$17-23 per hour and grandfather in the others who are above this wage. Joe: I would like to see \$17-25 per hour. Bill: I amend to accept Joe’s amendment. Joe seconds. Vote next time.</p> <p><u>YES</u> Elaine: Is the fee \$9.14 or \$10.86 with tax? It needs to be equitable. Scott: Are we stuck with \$10 per hour Lu-Ann: How do people pay? Elaine: Check or credit card. Scott: I would like to have this tabled. Bill: Report the lesser amount, so tax is not paid on tax.</p> <p><u>ROWING, HORSE AND KEEPERS’ FEE POLICY</u> Elaine: We are updating rowing club, horse and keepers fee agreements. We allowed no fee because of the extensive work that they do. The Board at one point wanted no exemptions. The Horse Association said that there was an agreement for no fee for events. We should honor the exception or add a line to the fee policy. Bill: Let’s do this in September Capt. Joe: So we are going to re-open the issue of fees? Scott: We need a separate meeting to discuss this. Bill: I am the proponent of no fees.</p>	<p>AGENDA ITEM</p>
<p>Staff Reports</p>	<ul style="list-style-type: none"> • <u>Point Robinson.</u> Elaine: We are still waiting for the Coast Guard. The Historical Society is not keen on a metal roof. I will keep you posted. Cap.t Joe: That is a battle we can win. There is the Light House Preservation Act. I will work with Elaine to craft the language. Elaine: The bid went out on A&B. Bids are due on August 26th. Problem? There is rot. Jason: we walked the property. Elaine: if it goes over 5K, we have to go to bid. • <u>Pool.</u> Elaine: There is a 19K insurance payment. There will be another 3-4K. Scott Bonney proposes to continue with backwash and that we maintain it in off season with a cover, coordinated with the High School. \$1K per month to Scott. 	

	<p>Bill: What happened to the 4 amendments? We need to sit down with the School Board. I mean that representatives should meet. I want to be in on it.</p> <p>Elaine: There was a 3 tier fix proposal. There were conditions.</p> <p>Scott: I want to be on the committee.</p> <p>Bill: Scott Bonney wants 8K.</p> <p>Lu-Ann: Scott's proposition should be in the mix.</p> <p>Lu-Ann: It would have to be another open meeting.</p> <ul style="list-style-type: none"> • <u>Skate Park</u> Elaine: The Engineer is out of town • <u>VES</u> Elaine: I have no information <p>Scott: What are our office hours? The Park District has to be accessible for 30 hours per week. If the door is locked, that makes us not available.</p> <p>Scott: We don't have to publish our agenda.</p>	
NEXT MEETING	August 26, 2014, 7:00 PM.	
ADJOURN	The meeting was adjourned at 8:53 PM.	

Respectfully submitted by:
Mary Reeves